

District Engineer
Portland District, Corps of Engineers
PO Box 2946
Portland, Oregon 97208
Phone: (503) 326-6995

Oregon Division of State Lands
775 Summer Street
Salem, Oregon 97310
Phone: (503) 378-3805

Dear Applicant:

Prior to conducting excavation or filling in any waters in the state of Oregon, you may be required to obtain a permit from the Oregon Division of State Lands (Division) and/or the U.S. Army Corps of Engineers (Corps). The Corps of Engineers also requires that you obtain a permit prior to placing any structure in navigable waters of the United States. **Accordingly, the joint application should be completed and copies sent to the Division and the Corps at the above addresses.**

Attached are an application checklist, sample drawings, helpful information, and a joint application for permit. Your submitted application should be accompanied by drawings which clearly illustrate the items listed on the application checklist. An application will **not be considered complete** if applicable items from the checklist are omitted. Upon receipt of your application, the Division and the Corps will review it for completeness, request additional information if needed and inform you of processing fee requirements.

If your city or county planning department has land use permitting requirement, you should start the permit process immediately. The state will not issue a permit for a project which is inconsistent with the local land use plan.

If you are planning to construct any facility occupying state-owned submerged and/or submersible lands, you may also be required to obtain a lease from the Division. The information you provide on this application will be used by the Division to determine if you need a lease for your proposed activity. Should your activity be subject to lease, the Division will consider this application to be your request for a lease, and will contact you to obtain other information necessary to complete your lease agreement.

Additional information regarding the joint permit program, including the Code of Federal Regulations, the state removal-fill statute and administrative rules and/or Division waterway leasing program requirements are available on request from the appropriate agency.

If you need information or assistance regarding the application, you are encouraged to contact the Division or the Corps.

per:425
Attachments

GENERAL INSTRUCTIONS

Please type or legibly print the application. Use black ink or pencil. (Do not use blue ink.)

Answer each question thoroughly. Incomplete applications will be returned.

FORM COMPLETION INSTRUCTIONS

1. Applicant Information

- (a) Enter applicant's name and official mailing address, business and home phone numbers.
- (b) If agent or contractor is known, enter name and address, business and home phone numbers.
- (c) If property is owned by another party, enter their name, address, business and home phone numbers, and attach letter of authorization to do the proposed work.

2. Project Location - enter location of property where the project is to take place.

- (a) Site address, city, county.
- (b) Township, Range, Section(s), Sub-division or Plat, Lot No. If you are unsure of the legal description, see your county assessor's or planning office.
- (c) Name of water body in which the work will occur, or nearest water body, and river mile, if applicable.
- (d) May DSL and the Corps enter the property to inspect prior to permit issuance?

3. Proposed Project Information

- (a) Indicate the type of activity and write a brief project description, *e.g.*, boat dock, bank protection, pond construction, maintenance dredging, etc.
- (b) Estimate the volume of fill material proposed, and describe the type of fill material by checking the appropriate box. If more than one box applies, specify quantity for each type of material to be used as fill.
- (c) Estimate or measure the area of proposed fill.
- (d) Estimate the volume of removal material proposed, and describe the type of removal material by checking the appropriate box. If more than one box applies, specify quantity for each type of material to be removed.
- (e) Estimate or measure the area of proposed dredging or excavation and give the proposed dredge dimensions.
- (f) Dates you want to begin work and expect work to be complete.

- (g) Describe any discharges resulting from operation of the project, e.g., storm drains, sewer outfall, etc.

4. Proposed Project Purpose and Description

- (a) Describe the project purpose and the public need for the project.
- (b) Describe the project and its proposed use, including: the construction method to be used; equipment to be used; the purpose(s) of the proposed facility; disposal areas for dredged or fill material; the size of the area to be filled or excavated; the type, quantity, and the source of fill material; and facilities for handling construction and operating wastes. Specify the amount and type of vegetation that will be disturbed, adjacent land uses, and any other pertinent information. USE A SEPARATE SHEET(S) OF PAPER, IF NECESSARY.

5. Project Impacts and Alternatives

- (a) Are other methods or sites available to accomplish the same end result? If so, list alternatives considered. This analysis must show that there is no practicable alternative with less impact to the aquatic ecosystem than the proposed project. Must the project be constructed in the proposed location to realize the desired benefits?
- (b) Describe what measures are being used to minimize impacts to wetlands/waterways. Please explain in detail your plans to restore the area to its natural condition.

6. Miscellaneous Information

- (a) Enter adjoining property owners' mailing address; list owners of all properties which abut the applicant's property.
- (b) List other governmental authorizations that or which have been requested or received.

7. City/County Planning Department Information

This section is to be completed by the local planning office. The application will not be accepted as complete without signature from the local planning official.

8. Coastal Zone Certification

This certification must be signed by the applicant for all projects in the coastal zone (West of the Coast Range Summit). Assistance can be provided by your local planning official or the Department of Land Conservation and Development (telephone 373-0050).

- 9. Read carefully before signing.** Should you have any questions, please contact the Corps of Engineers at (503) 326-7730 or the Division of State Lands at (503) 378-3805.

**SECTIONS 10 AND 11 NEED TO BE COMPLETED ONLY IF YOU WILL BE
FILLING WETLANDS:**

10. Site Conditions of Impact Area

- (a) Identify the general nature of the impact area.
- (b) Provide a detailed description of the type of habitat(s) and plant communities in the area of impact. Describe the hydrological character of the area, including frequency of flooding and water depth.
- (c) Identify whether a wetland delineation has been completed for the site, and if so, who did the determination.

11. Mitigation

- (a) Describe the measures to be taken to protect adjacent wetland area from impacts during and after construction.
- (b) Describe proposed resource replacement measures, including: the location of the proposed work, the method of construction, areal extent of the mitigation area, the quantities of material to be removed and/or filled, location where excess excavated material will be disposed, the existing physical, hydrological, and biological character of the mitigation area, and the expected characteristics after alteration.

FEES

For all projects requiring a state permit, other than erosion control, a state permit application fee is required. The payment of the fee does not guarantee a permit. A fee schedule is available upon request from the Division of State Lands. You will be billed for fees if they do not accompany the application. Make checks payable to the Division of State Lands.

The U.S. Army Corps of Engineers will notify you if there is a federal fee when permit evaluation is completed. Fees are assessed as follows: (1) Commercial or industrial users - \$100 and (2) noncommercial users - \$10. DO NOT SUBMIT ANY FEE TO THE U.S. ARMY CORPS OF ENGINEERS UNTIL YOU ARE NOTIFIED. (NOTE: The federal fee is in addition to any fee required by the State of Oregon.)

Mail application to:

State of Oregon
Division of State Lands
775 Summer Street NE
Salem, OR 97310

District Engineer
ATTN: CENPP-PE-RP
P O Box 2946
Portland, OR 97208-2946

If you have any questions, please contact the Corps of Engineers at (503) 326-7730 or the Division of State Lands at (503) 378-3805.

DRAWING REQUIREMENTS

Plan Sheets Required

See attached sample drawings - Drawings must be legible in black ink or pencil on standard weight paper of 8½" x 11" size. More than one sheet may be required to fully illustrate the project. If plans are engineering plans larger than 8½" x 11", submit a minimum of five copies to DSL. The Corps requires that drawings be submitted on 8½" x 11" paper for use in the public notice. Each drawing must contain the following elements:

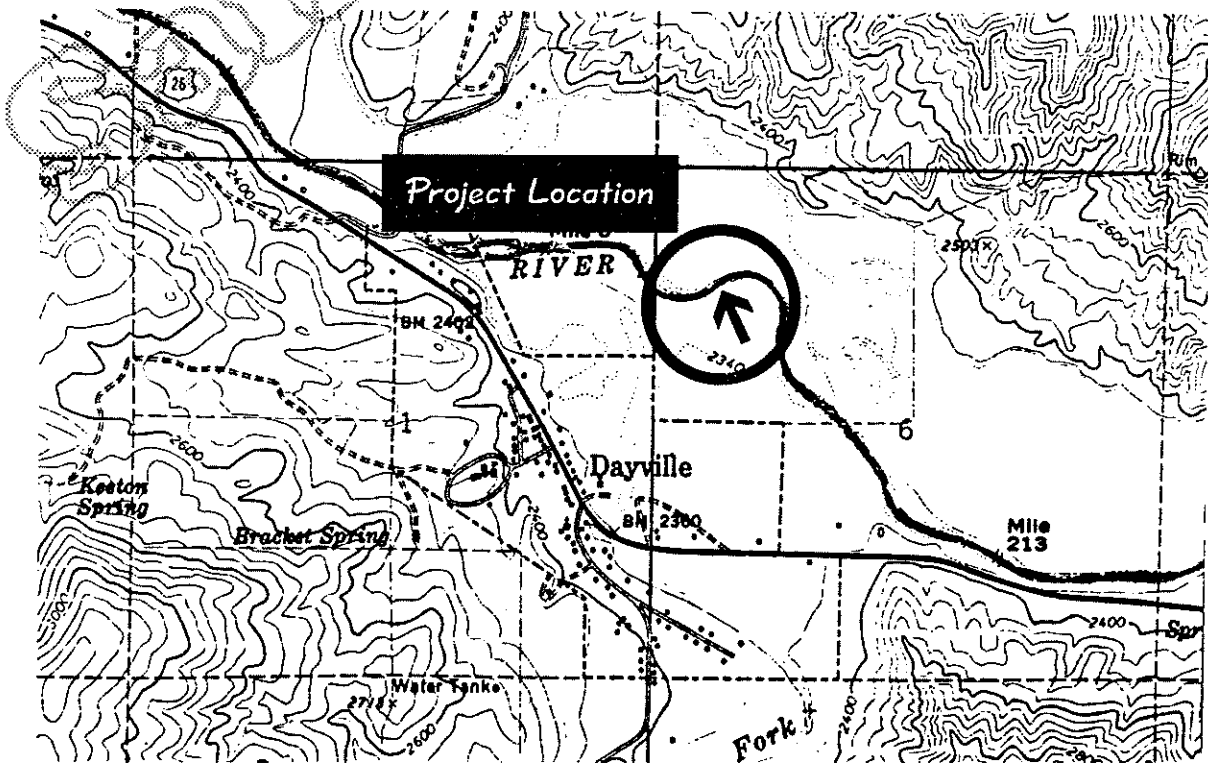
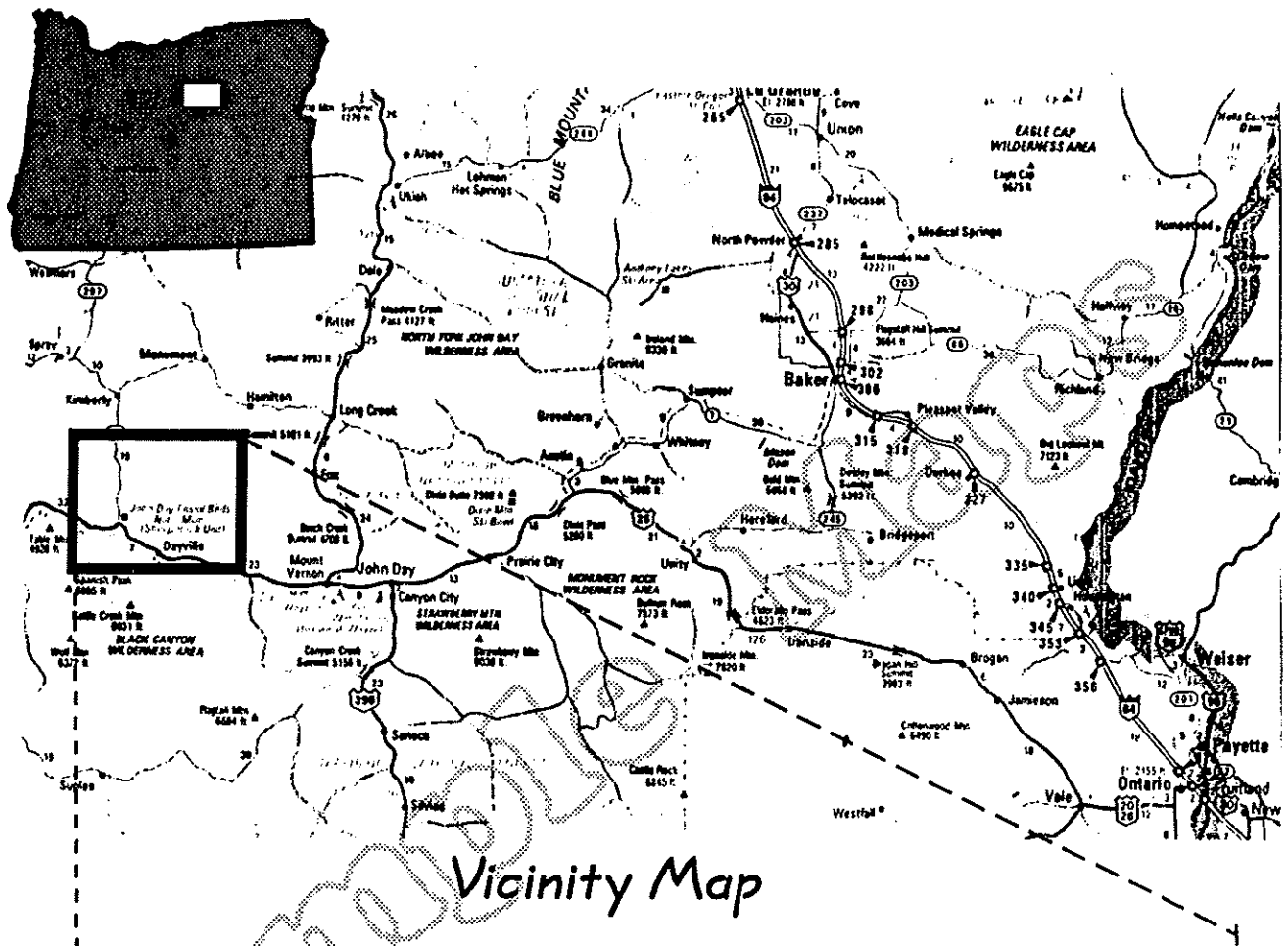
- (1) A title block in the lower right hand corner of each sheet with applicant name; name of waterway; description of activity and scale of drawing (number of sheets, total number in set (e.g., sheet 1 of 4), and date drawing was prepared).
- (2) Location map stating source of the map, nearest main road, crossroad, and route to project site. The purpose of the location map is to provide sufficient information for agency personnel to locate the site. Please include a quadrangle map to assist the agencies determine or verify the latitude and longitude.
- (3) Plan map showing existing and proposed structures clearly identified, the dimension of each, existing shore features or wetland boundaries and man-made structures and the length of shore frontage, water depths and bottom configuration around project. If existing structures were previously authorized by federal/state permit, show corresponding permit number.
- (4) Typical cross sections of existing and proposed shorelines, waterline, structures, dredge cuts and fills, including dimensions and elevations, location of wetlands.
- (5) A description of construction materials such as: thickness, slope, type (stone, concrete, etc.) and size or weight of riprap material when placing a protective facing on earth retention structure. Including total amount (volume) cubic yards of all fill or dredge material.
- (6) Existing water depth and ground surface elevations referenced to Lower Low Water Datum (for tidal areas) or mean sea level for other areas, showing areas flooded by water part of the year, existing shorelines and high water marks, extent of wetlands, flow and circulation patterns, if any.
- (7) Show names and addresses of the owners of the adjoining property on both sides and if on a stream, address of opposite riparian owner, and the relative location of any structures which may exist along shoreline of adjacent properties. If there are no adjacent structures, show existing shorelines. Size relationship between proposed project and total area, i.e., one acre fill in 15 acre wetland or 50 feet of riprap along a bankline.
- (8) If activity involves dredging, furnish the following:
 - (a) If the dredged material is to be placed on-site, outline the disposal area on the drawing. If the dredged material is to be hauled away,

provide a vicinity map showing the disposal area. If more than 50 cubic yards of fill is required, indicate the source of the fill.

- (b) Show method of containing dredged material to prevent re-entry into any waterway or wetland. Describe all procedures by which applicant proposes to minimize adverse effects of construction.

PENALTY

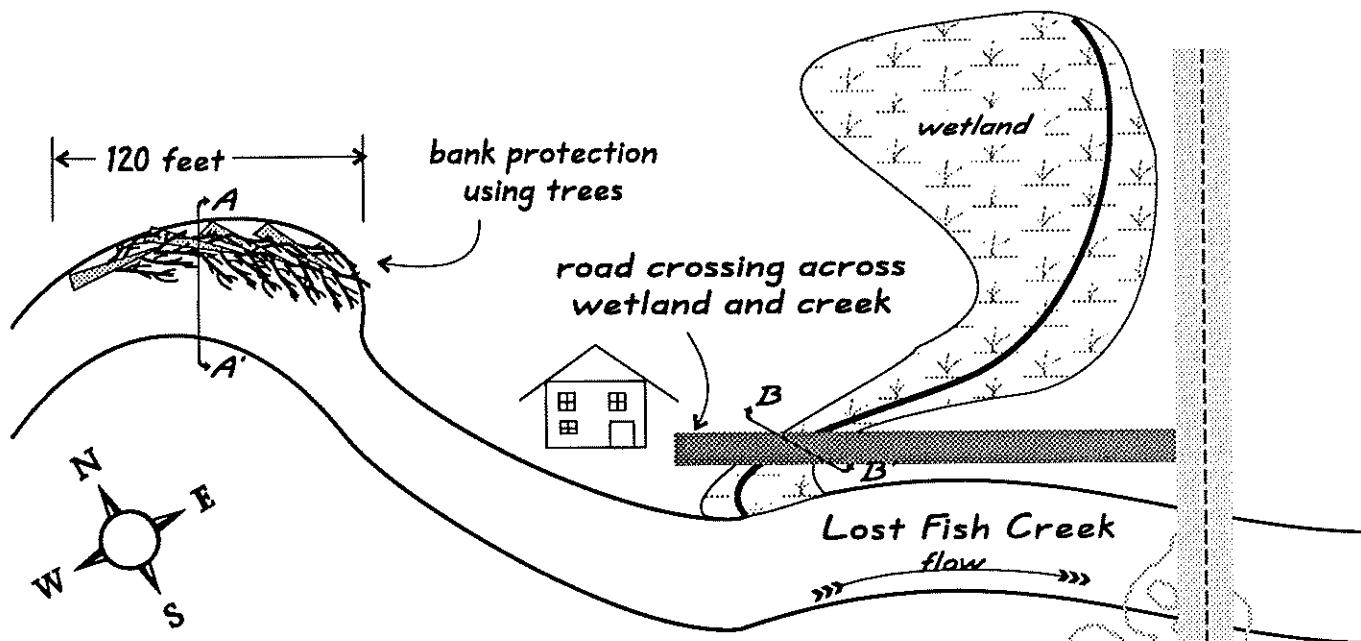
18 U.S.C. Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact or makes any false, fictitious or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false fictitious or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than five years, or both.



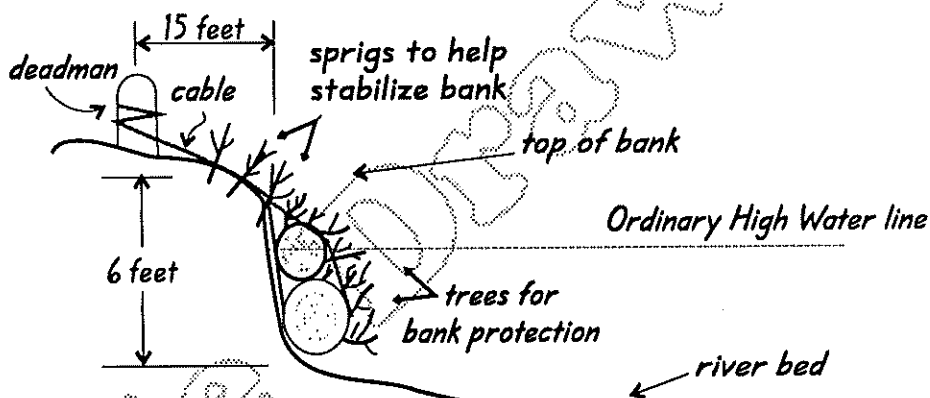
Bank Protection
John Day River at mile 214
January 1992

USGS Quadrangle - Dayville, Oreg

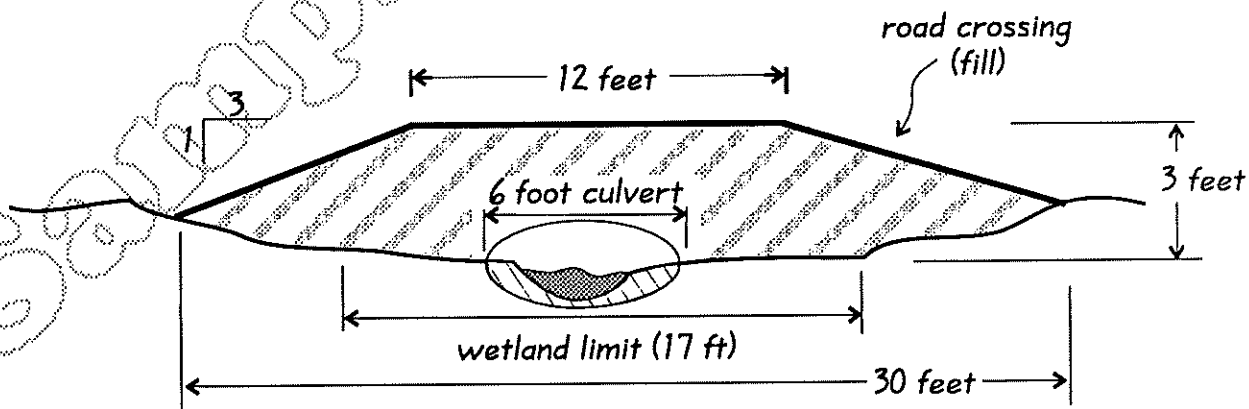
John & Mary Public
Sheet 1 of 2



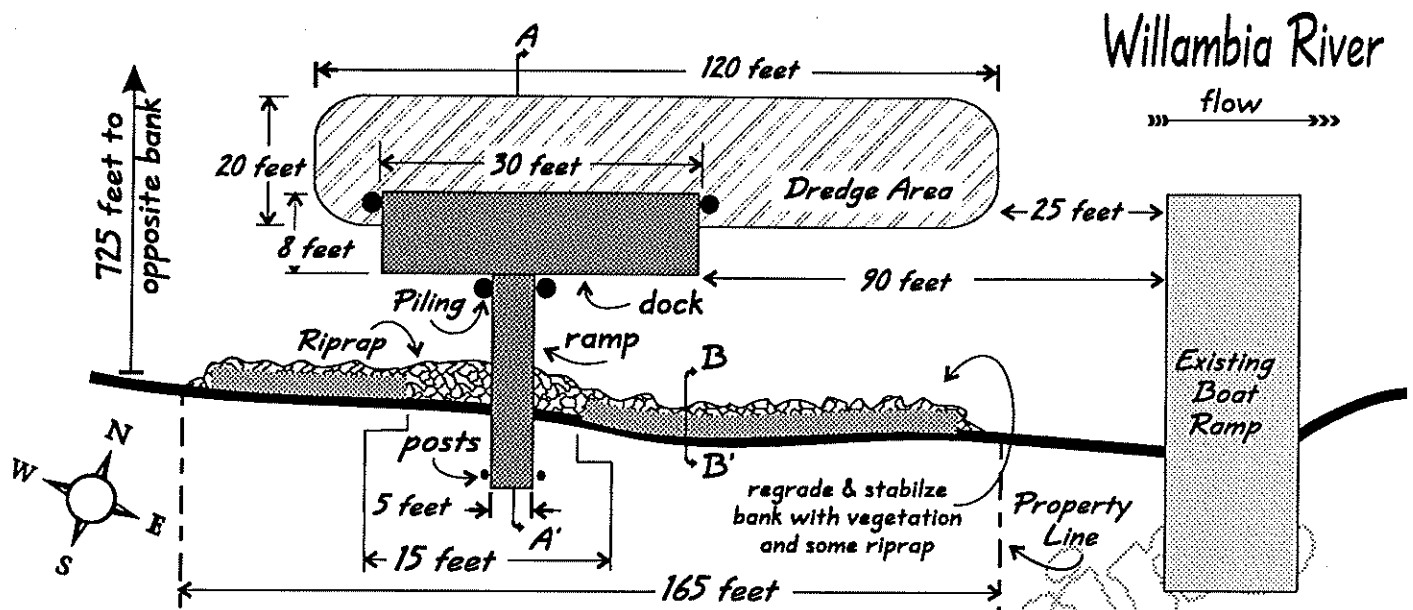
Top View of Project Site
no scale



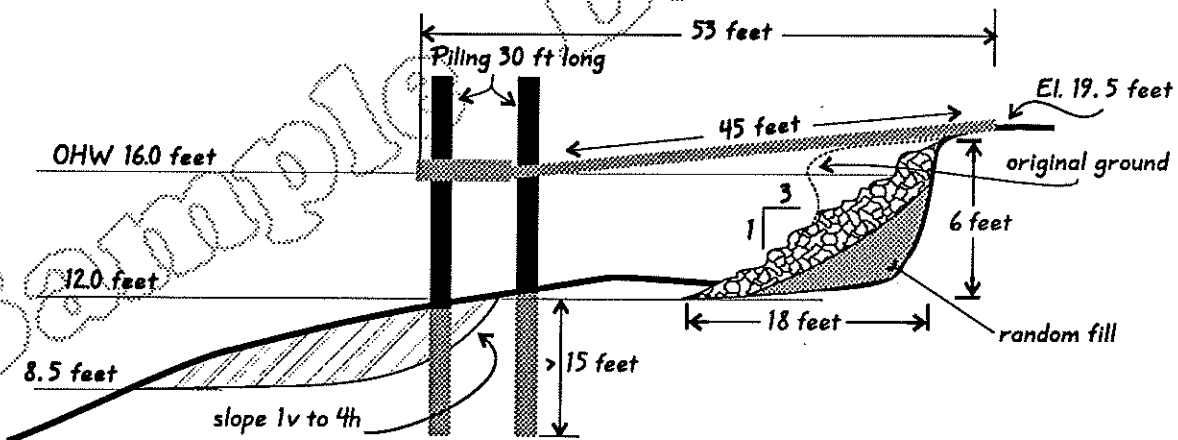
Typical Cross Section View of A - A'
no scale



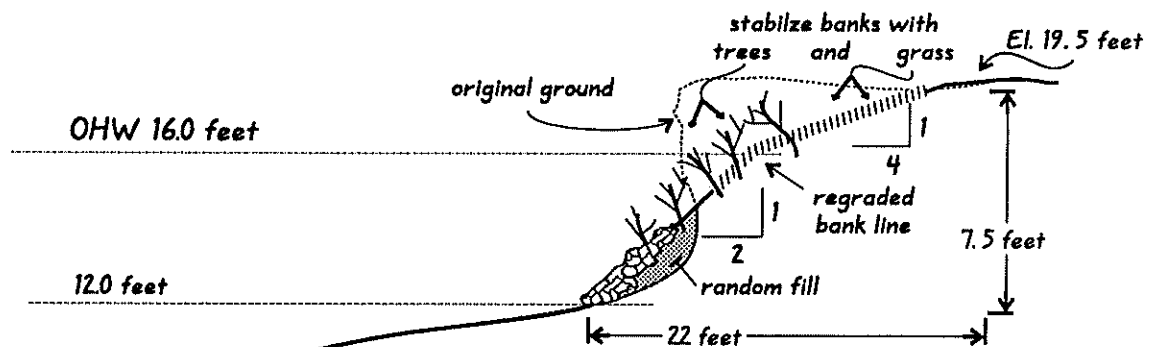
Typical Cross Section View of B - B'
no scale



Top View of Project Site
no scale



Typical Cross Section View A-A'
no scale



Typical Cross Section View B-B'
no scale

